Date: 5/21/04

To: Beacher Wiggins, LC Director for Cataloging

From: Marty Kurth, Chair, ALCTS Continuing Ed Implementation Group (Action Item 5.3)

Subject: Second CEIG Status Report

CEIG activities for 2004 to date:

1. Approved developer's outline for CE Course 1.
< http://www.library.cornell.edu/cts/alcts/Course%201%20outline%20v2.doc >

2. Confirmed dates for first offering of CE Course 1 with ALCTS Office:
Sept. 13 & 14, 2004, Omni Ambassador East, Chicago.

3. After consulting with ALCTS Office staff and ALCTS program planning chairs to learn that ALCTS is organizing a metadata-related serials symposium for ALA Midwinter 2005, we agreed to move the first offering of CE Course 2 to Spring 2005. Our charge had called for us to offer it at Midwinter 2005.

4. Created developer guidelines and tentative timeline for CE Course 2.
< http://www.library.cornell.edu/cts/alcts/Developer%20Guidelines%20Course%202rev.doc >

5. Established a CEIG site for document sharing.
< http://www.library.cornell.edu/cts/alcts/ >

6. Began reviewing CE Course 1 content supplied by developer.

7. Compiled a list of potential developers for CE Course 2.

Given the adjustment to the Course 2 offering, we are on track with regard to our charge. Please contact me if you have questions about our activities.

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